**Date: 2/24/14**

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| **Group Number and Name** | **December 14-13** |
| **Client/Advisor** | **Office of Sustainability/ Professor Mitra** |
| **Attendees/Role** | **Adam Sunderman, Kyle Johnson, Jared Cook, Fabian Briesmoore** |

# Past week accomplishments

What was done, who did it, and when it was done

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| * A All team members worked on the Project Plan |

# Plan for coming week

What to do, who, and when should it be done

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| * A Kyle- Inquire about additional technology between back end and front end. * B Jared- Update website and post weekly report and project plan. * C Adam- Inquire about additional technology between back end and front end. * D Fabian- Inquire about additional technology between back end and front end. |

# Pending Issues

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| * A We are currently determining what the best technology to work between our back-end Java code and front end website is. * B We are working on setting up Atlassian development environment. * C We are working with the customer to set up a meeting with the bookstore to discuss implementing their database into our system. Our meeting is scheduled for Wednesday. |

# Individual Contributions

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| * A Fabian completed the Operating Environment, Resource Requirements and Risks sections of the project plan. * B Jared completed the User Interface Description, Functional Requirements and Non-Functional Requirements sections of the project plan. * C Adam completed the Problem/need Statements, System Block Diagram and System Description sections of the project plan. * D Kyle completed the Deliverables, Work Breakdown Structure and Project Schedule sections of the project plan and compiled all of the project plan content and made the document well organized and visually appealing. |

Individual hourly Contributions

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| **NAME** | **Hours this week** | **HOURS**  **Cumulative** |
| Kyle | 3 | 12 |
| Jared | 2 | 12 |
| Fabian | 1 | 11 |
| Adam | 2 | 12 |

# Comments and extended discussions: